

# PUBLIC WORKS & ENVIRONMENTAL QUALITY

## DEPARTMENT OF PUBLIC WORKS

### Administration

The Department of Public Works (DPW) is made up of several working divisions: Administration, Engineering, Highway/Water/Sewer, Properties and Natural Resources. With a staffing strength of 121 full-time personnel, it is the goal of the department to provide citizens, boards, commissions and other Town departments with superior service and support through the consistently managed efforts of the department.

### Major Recognition

The reservoir dam is a 1,600-foot long by 12-foot high earth embankment built in the 1870's. Major renovations in 2005-2006 replaced the existing reservoir dam due to unsafe conditions. The area is used for flood control in addition to active and passive recreation. In 2006, the project received an American Public Works Association's Public Works Projects of the Year award. The new approach saved hundreds of trees while making the dam safe for future generations. Input from the community, including the Arlington Reservoir Committee in particular, lead to a highly successful project.

### Engineering Division

The Engineering Division of the Department of Public Works continues in its capacity as a service-oriented division supplying support services to various Town departments, commissions, contractors, public utilities, and to the general public. The Engineering Division works closely with the Highway, Water, and Sewer Division upgrading and improving the infrastructure of the Town by providing surveys, engineering design, construction plans, field layouts, and field inspection services.

#### *Major initiatives in 2006:*

- Assisted with the Summer Street project. This included drainage, sewer, and water information, advice, and attending weekly meetings. Staff of the division were on the job site nearly every day during the workweek.
- The next phase of Water Rehabilitation consisting of Highland Avenue, from Massachusetts Avenue to Gray Street, and Spring Street, from Wall Street to Morton Road, was completed in the fall.
- Provided support to the Transportation Advisory Committee for the purpose of solving traffic problems in Town. These support services include data collection, traffic counts, and geometric design improvements.

### Highway/Water/Sewer Division

The Highway/Water/Sewer Division of the Public Works Department shares in much of the credit for the accomplishments initiated, designed, and planned by the Engineering Division. In addition to performing many of the infrastructure improvements, these sections are responsible for responding to emergency calls on the water, sewer, and drainage systems. Maintenance of these systems is a major responsibility. The division maintains streets, sidewalks, bridges, and any structures in the right-of-way. Services provided in 2006 were snow and ice removal, street sweeping, catch basin cleaning, water and sewer customer service calls, maintenance of Town vehicles and equipment, and overseeing solid waste and recycling collection. Specific programs such as Investigations of Claims, Maintaining the Fuel Station and Grease Eradication are but a few of the dozens of programs for which the department is responsible.

#### *Highway/Water/Sewer Division Performance Measurements for 2006*

- Striping of centerlines and crosswalks (47,185 linear feet) throughout the Town using the international layout for crosswalks was accomplished using in-house staff. Repaired or replaced 120 catch basin frames and covers.
- Continued cleaning Mill Brook at the Grove Street facility to help prevent flooding.
- Installed new cement concrete and bituminous concrete sidewalks throughout various sections of Town.
- Cleaned 942 catch basins on Town streets with in-house personnel.
- Replaced 175 faulty water meters.
- Worked with the Fire Department to perform annual fire hydrant inspections.
- Repaired frost heaves from April until October. Maintained a fleet of over 300 motor vehicles and equipment.
- Swept streets of the Town from April to December, more frequently on Mass Ave.
- Managed 18,000 tons of solid waste disposal, 4,700 tons of recycling, and 3,300 tons of yard waste disposal.
- Collected 2,587 CRTs from televisions or computer monitors.
- Collected 2,164 white goods (washers, dryers, etc.).

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## Properties Division

The mission of the Properties Division is to provide the Town with a high degree of quality service in custodial services, maintenance, and improvements to its public buildings and facilities. The Division is responsible for the maintenance of forty individual public buildings including: Town Hall, all public schools, Jarvis House, Robbins Library, Whittemore-Robbins House, Grove Street complex, and the Fox Library.

A sampling of the kinds of projects completed and/or managed by this Division in 2006 is listed below:

### *Arlington High School*

- Repaired water damage in top floor of Menotomy Pre-School entrance and fire doors throughout school. Operated/serviced emergency lighting generator for athletic field evening events.
- Completed final phase of multi-year roofing project. Collaborated with inside/outside electrical contractors and completed athletic field snack shop.
- Completed construction of new office space for IT group.
- Installed air conditioning window units for summer program at Menotomy Pre-School.
- Transported and assembled furniture as required
- Designed/constructed computer literacy lab.
- Completed asbestos abatement program in boiler and mechanical rooms.
- Cleared all roof drains.
- Completed set-up/breakdown of graduation stage.
- Replaced front doors at AHS main entrance.

### *Stratton School*

- Repaired several 'run-a-way heat' problems, roof leaks, intercoms, and stone wall on loading dock area. Installed fence in trash staging area.
- Replaced chain link fencing in playground along Pheasant Avenue and stockade fencing along property line in rear of school.
- Power washed graffiti off exterior walls and chimney. Blocked several building animal access points.

### *Brackett School*

- Repaired water leaks in library ceiling, gym roof and a major leak problem in the administration area.
- Repaired stage railings, gymnasium wood floor, and gymnasium scoreboard.
- Replaced clock dial face on building tower.

- Replaced exterior light fixtures.
- Secured gym mats to wall.
- Applied sealant to front of building.
- Covered playground basketball poles with protective padding.

### *Ottoson Middle School*

- Completed wall (building rear) waterproofing project. Installed new circuitry in computer lab.
- Replaced high ceiling lighting in media center. Completed railing installation on building exterior wall. Serviced elevator as required.
- Replaced clock cage in gym.
- Completed various food deliveries.
- Repaired several 'run-a-way' heat problems, loading dock water line, café garbage disposal, stone wall, and various lockers.

### *Thompson School*

- Repaired overhead door at food service delivery entrance, water damage in various areas, and office furniture as required.
- Completed asbestos abatement program in boiler room.
- Completed exterior chimney repair.
- Installed fourteen wall clocks.
- Re-keyed several locks.
- Completed oil spill cleanup.
- Filled sand barrels as required.

### *Peirce School*

- Repaired fire panel, handicap access buttons at front/rear entrances, outside building boiler signal light and water bubbler outside gymnasium.
- Repaired/replaced window screens around the school. Installed shelves in main office.
- Inspected/eliminated odors in classrooms as required.
- Resolved broken 'key-in-lock' issues.
- Painted plywood in gymnasium.

### *Hardy School*

- Updated electrical circuitry that operates front door
- Repaired building exterior lighting.

### *Bishop School*

- Removed graffiti from exterior walls.
- Replaced wooden steps at side of building leading to playground.
- Repaired outside picnic tables.
- Installed shelf for defibrillation unit.
- Delivered salt/sand for snow removal.
- Inspected motion detector in lobby.

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- Removed bird nests.
- Installed parking sign and wall plaque.

## Dallin School

- Repaired system clock.
- Adjusted automatic light timer.

## Robbins Library

- Replaced pole light in parking area.
- Roof repairs as required.
- Repaired book drop doors.
- Replaced timers for parking area and front of library lighting.
- Replaced high ceiling lighting as required.
- Secured bookcase in conference room.
- Activated spigot on patio.
- Completed various delivery projects.

List of Public Buildings (40) serviced by Building Maintenance	
Arlington High School Athletic Field Snack Shack Ottoson Middle School Stratton Elementary School Peirce Elementary School Dallin Elementary School Brackett Elementary School Bishop Elementary School Hardy Elementary School Thompson Elementary School Gibbs (Private Use) Crosby (Dearborn Academy) Parmenter (Private Use) Town Hall Community Safety Building Central Fire Station (Headquarters) Park Circle Fire Station  Highland Fire Station Robbins Library Fox Library Robbins House	Robbins Cottage Jarvis House (Legal Dept.) Jefferson Cutter House DPW (Grove Street Complex) Assembly Hall Director/Engineering/Inspection Snow Fighting Garage Maintenance Garage Large Salt Shed Small Salt Shed Dog Pound Cemetery Chapel Garage Reservoir Pump house Bath House Mount Gilboa Recreation Ice Rink Spy Pond Fieldhouse 23 Maple Street (Old High School) 27 Maple Street (House) Hills Pond Electrical Shed (not included in count)

## Robbins Cottage

- Repaired/replaced bathtub piping on second floor.
- Plastered kitchen ceiling.

## Fox Library

- Replaced front lobby lights.
- Adjusted clocks.
- Installed diaper change table.
- Disposed of used light bulbs.

## Crosby School

- Repaired ceiling leak.
- Cemented floor section in boiler room.

## Parmenter School

- Repaired toilet and sink in children's center.

## Gibbs School

- Repaired roof at slope junction.
- Replaced shower valves.
- Resolved numerous heating issues.

## Central School

- Repaired main entrance door latches.

## Cutter School

- Repaired boiler control circuitry.
- Replaced light bulbs as required.

## Town Hall

- Repaired lollipop lights in front of Town Hall, fountain circulator pumps, drinking fountain in third floor of annex, and section of rug in DPW area of annex
- Designed/rehabilitated kitchen.
- Serviced Menotomy Indian Hunter reflective pool pumps.
- Rehabilitated bathroom/vault area in Selectmen office
- Resolved front automatic door problems.
- Refinished exterior door in Assessors office.

## DPW Yard

- Repaired outside light on engineering building, salt shed light timers, gas space heaters in garage and hand dryer in water department.

## Mount Pleasant Cemetery

- Replaced electrical sub-panel in garage.
- Installed hinge on receiving vault door.
- Realigned main door in chapel.

## Community Safety

- Replaced main boiler.
- Repaired cell block lights.
- Winterized cooling tower.
- Checked cell block audio monitors.
- Replaced one cell block toilet.

## Jarvis House

- Installed new front door landing and walkway.

## Mount Gilboa

- Completed glass window repairs.
- Minor plumbing.

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## Recreation Department

- Reservoir Beach - Opened/closed for season.
- Spy Pond Club House - Opened/closed for season
- Summer Street Field - Serviced field lights and marked electrical panel.

## Lighting Rebate Program

NSTAR contributed \$205,535 and the Town contributed \$34,240 (mostly for Arlington High School) for energy saving lighting replacement. The investment justification was based on the combination of existing lamp and ballast age and long operating hours together with an energy cost savings for just AHS of \$22,311 leading to an eighteen month return on investment. As a result of this program, the annual anticipated total electric bill savings to the town is \$42,610.

## Natural Resources Division

The Natural Resources Division consists of the Forestry, Park, and Cemetery Sections and is responsible for the proper management, care and maintenance of the Town of Arlington's 18,000 public trees, open space facilities, playgrounds, and athletic field infrastructure. The division manages and operates Mount Pleasant Cemetery, maintains 19 athletic fields, 25 playgrounds, and all open space facilities, including: Reservoir Beach facility, North Union Spray Pool, Menotomy Rocks Park, Town Hall Gardens, Donald R. Marquis/Minuteman Trail, Broadway Plaza, and Robbins House gardens.

## Forestry

The Tree Division removed 207 diseased, storm damaged, or root damaged trees. There were 150 tree plantings during the year. The division responded to 360 calls for service. A microburst hit East Arlington on July 21 and it took the division thirty days to clean up all the debris from that storm.

During the year the division maintains the Minuteman Trail that runs from the Cambridge line to the Lexington line. The division also is responsible for the execution of the holiday lights program. The division cleans and maintains traffic islands around Town. On Massachusetts Avenue the division takes care of the American flags and the banners. Staff of the division maintains the extensive grounds, Town Hall Gardens, between the Town Hall and the Robbins Memorial Library.

## Park Maintenance

The ever-increasing athletic programs are causing very serious maintenance problems for the division. From mid-March through November all athletic fields are under extreme duress. It is nearly impossible to

maintain grass and other surfaces under these conditions. Graffiti removal has become a strain on the division as well.

The maintenance of 19 athletic fields, 25 playgrounds, Reservoir Beach Facility, North Union Spray Pool, Town Hall Gardens, Robbins House Area, the Olde Burial Grounds on Pleasant Street, and the Donald R. Marquis/Minuteman Trail upkeep are taxing our ability to maintain high standards.

## Cemetery

Mount Pleasant Cemetery is rapidly being used up and planning for future interments is a major priority. A Cemetery Expansion Committee was formed by Town Meeting in 2006 and this group is looking at options for future burial space.

Revenues at Mount Pleasant Cemetery 2006	
Sale of single graves	\$100,500
Perpetual Care	21,000
Openings/Foundations/Sat./Holiday Charges	223,150
<b>Total Revenues</b>	<b>\$344,650</b>
New Graves	77
Total Interments	226
Total Cremains	58